



City of Milwaukee

200 E. Wells Street
Milwaukee, Wisconsin
53202

Meeting Minutes HOUSING TRUST FUND ADVISORY BOARD TECHNICAL REVIEW SUBCOMMITTEE

*Brian Peters, Chair
Toni Biscobing, and Kori Schneider Peragine*

*Staff Assistant, Joanna Polanco
Phone: (414) 286-2366, jpolan@milwaukee.gov
Legislative Liaison: Jeffrey Osterman, 286-2262,
joster@milwaukee.gov*

Thursday, March 19, 2015

11:00 AM

Room 301-C, City Hall

Meeting called to order at 11:04 A.M.

Members present:

Brian Peters

Toni Biscobing

Kori Schneider-Peragine

CDGA Staff:

Jeffrey Thomas

Maria Pellerin

Mary Richardson

Sign language interpreter

Kate Block

Short appearance by Mario Higgins

1. Discussion on updating the Housing Trust Fund Application and process.

Mr. Peters noticed discrepancies between the income limit to be 50% for homelessness and rental housing, but the application states 60% for rental housing. Ms. Biscobing asked if it was something that was changed with Block Grant funding that was not updated in the ordinance.

Ms. Richardson said that 60% had been used.

Mr. Higgins said the language on the ordinance is a bit general to make it applicable to the different projects.

Mr. Peters suggested that the application may ask for applicant to be more specific as to what type of population they are serving.

As members review the application, the application attachments and their concerns, the following changes were recommended page by page:

Mr. Peters asked if staff was following through on the requirement for 5-years lien for homeowners?

Ms. Richardson said that the requirement has been enforced with Covenant agreement.

Page 5 application scoring

Mr. Peters said that ordinance stated that housing funding has to be taxable, but the list on application does not.

Mr. Higgins said that all projects have been taxable.

Page 9

Since the Housing Trust Fund have the option to fund for housing counseling services; Mr. Peters asked the members if it is time to be open for counseling services? Ms. Biscobing said that currently way the HTF is budgeted is with capital funding and typically operating expenses are not funded through capital funding.

Mr. Peters asked, How difficult would be to change that?

Ms. Biscobing responded that this should be something to discuss with Ald. Murphy and the Budget office.

Mr. Higgins said that as the Housing Outreach Director with the Mayor's Office, he is working with some foundations to help the community to develop ways and training, specifically for home owners to maintain their properties and not go into foreclosure. He suggested an open discussion with Ald. Murphy regarding offering counseling services to the applicants.

Mr. Higgins also stated that there is a big wave of tax foreclosure and bank foreclosure that is not totally disappearing any time soon.

Page 10

Part I: Project Descriptions

To add a sentence for applicant to be more descriptive of the types of projects they've done.

Page 11 eliminate Reviewer's Comments session as nobody uses the boxes in the application.

On page 14

Question 4. Has the project secured a firm commitment from a construction lender? add Has the project secured a firm commitment, including lines of credit from a construction lender?

Mr. Peters asked how to account for lines of credit

Ms. Pallerin said that some of the smaller agencies have a construction line of credit that they use for the rehabilitation of the project before being reimburse. They need that to cover their activity for the year.

Page 15

question 7, add two columns for applicant to list monies applied for and monies confirmed, in order for the subcommittee to make their decision as they are reviewing applications.

Page 17

Part VI

Question 1. Revise to read - Describe the accessibility improvements or modifications (such as Universal design features) that are in excess of what are required by the Fair Housing Act and Section 504 (if federally funded). please provide an estimated cost.

Question 3. Revise to read - Does the project affordability period exceed the minimum period required by the Housing Trust Fund (please refer to page 3)

Page 18

Question 5. Revise to read - Will this project utilize green design features such as energy efficient windows and Energy Star certified appliances?

Question 6. Revise to read - Will this specific project coordinate with and enhance the work of other entities in the neighborhood, such as employers, business improvement districts, schools, job training agencies or social service agencies, attach letters of support?

Question 7. Revise to read - Will this project proactively facilitate the movement of persons from institutions such as nursing homes, centers for people with disabilities or correctional institutions or prevent the placement of person into an institution?

Changes for the Scoring Sheet:

Leverage Dollars –

Based on the discussion and concerns of the members, Mr. Thomas suggested separating the projects based on category, CDBG staff will explain the leverage applied to each project when reviewing applications.

Employment and Contracting for City of Milwaukee residents and business – change to 10 points

Under this title update wage at a minimum of \$10.10 w/hlt per hour?

Proposal Meets Community Needs –

Add another line for community Needs – Foreclosure – 10 points

TBD by Reviewer – 10 points

Meeting adjourned at 12:57

Joanna Polanco

Staff Assistant